

RESOLUTION # 10-2024

Resolution to eliminate the Lead ADRC Specialist position and create an ADRC Specialist – Adult Protective Service (APS) Backup position.

Resolution approved for presentation to the Oneida County Board by the Supervisors of the Labor Relations Employee Services Committee

Resolved by the Board of Supervisors of Oneida County, Wisconsin:

WHEREAS, Oneida County has two full time Adult Protective Services (APS) Social Workers, and

WHEREAS, as the population of Oneida County continues to age, the number of APS referrals will continue to increase, and

WHEREAS, the Aging and Disability Resource Center (ADRC) Manager and the Social Services Director have determined that a consistent trained back-up position is needed to support Adult Protective Services (APS) investigations in Oneida County, and

WHEREAS, APS workers in Oneida County are Certified Social Workers, and the back-up position is required to be a Certified Social Worker, and

WHEREAS, the requirements of the back-up position align with other positions in Grade Level J, which is one Grade Level higher than the ADRC Specialist position, and

WHEREAS, the Lead ADRC Specialist position is being transitioned to a Lead Adult Services Worker position to better align with other Lead positions within the Department of Social Services, and

THEREFORE, BE IT RESOLVED, the Lead ADRC Specialist position in Grade Level J will be eliminated, and a new ADRC Specialist-Backup APS position will be created in Grade Level J effective January 20, 2024, and

BE IT FURTHER RESOLVED, the position of ADRC Specialist-Backup APS position be filled based on employee qualifications per the job description and as recommended by the Social Services Director and approved by the Human Resources Director.

Vote Required: Majority =  2/3 Majority = \_\_\_\_\_ 3/4 Majority = \_\_\_\_\_

The County Board has the legal authority to adopt: Yes  No \_\_\_\_\_ as reviewed by the Corporation Counsel, \_\_\_\_\_, Date:

1.10.24

Approved for presentation to the County Board by the LRES Committee this 3rd day of January, 2024.

Consent Agenda Item:  YES  NO

Offered and passage moved by:

Ted Cushing  
Supervisor  
James T. Winkler  
Supervisor  
Scott. Holowinski  
Supervisor  
Robert W. Jensen  
Supervisor

Drew Davis  
Supervisor

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17 Ayes

0 Nays

4 Absent

0 Abstain

X Adopted

by the County Board of Supervisors this 16th day January, 2024.

Tracy Hartman  
Tracy Hartman, County Clerk

Scott Holewinski  
Scott Holewinski, County Board Chair

*Cushing / Jensen*

Supervisors	AYE	NAY	ABS	ABSTAIN
Almekinder	X			
Winkler	X			
Jensen	X			
Schultz	X			
Fisher			X	
Rio	X			
Ryden	X			
Kelly			X	
Schreier	X			
Oettinger			X	
Timmons	X			
Fried	X			
Sorgel	X			
Newman	X			
Cushing	X			
Briggs	X			
Harris	X			
Showalter	X			
Condado			X	
Roach	X			
Holewinski	X			
<b>TOTALS</b>	<b>17</b>		<b>4</b>	
TAGS				

**Resolution # 01 – 2024:** Offered by the Supervisors of the Land Records Committee to convey the following tax foreclosed and other county real estate: SC-150-11 to Richard P Yunk and Jean M Yunk, ST-208-2 to Sowinski Farms, Inc., ST-385-1 to Kyle or Amanda Sauerbrel and WR-996 to Daniel J. Moore and Lynn F. Moore,  
**Resolution # 02 – 2024:** Offered by the Supervisors of the Public Works Committee to pay \$2,226.88 to the Town of Little Rice with the money to come from the Town Bridge Aid Account.  
**Resolution # 03 – 2024:** Offered by the Supervisors of the Aging and Disability Resource Center (ADRC) Committee to accept a \$1,000 donation from Lynda Lukowski with the funds to be used for the Senior Nutrition Program.  
**Resolution # 04 – 2024:** Offered by the Supervisors of the Administration Committee to return Coronavirus Local Fiscal Recovery Fund (CLFRF) back to the ARPA Contingency which were previously allocated in Resolutions #73-2022 and #24-2023 for the purpose of the Department of Social Services Office Remodel Project.  
**Resolution # 05 – 2024:** Offered by the Supervisors of the Administration Committee to return Coronavirus Local Fiscal Recovery Fund (CLFRF) back to the ARPA Contingency which were previously allocated in Resolution #98-2022 for the purpose of the Courthouse HVAC Upgrades – Phase I Project.  
**Resolution # 06 – 2024:** Offered by the Supervisors of the Forestry, Land and Recreation Committee to approve the Forestry Department 2024 Annual Work Plan.  
**Resolution # 07 – 2024:** Offered by the Supervisors of the Forestry, Land and Recreation Committee to approve and adopt the Oneida County Five-Year Outdoor Recreation Plan.  
**Resolution # 08 – 2024:** Offered by the Supervisors of the Forestry, Land & Recreation to enter into Endangered Species Habitat Conservation Plan Agreement.  
~~**Resolution # 09 – 2024:**~~ Offered by the Supervisors of the Administration Committee to request Coronavirus Local Fiscal Recovery Fund (CLFRF) allocated to Oneida County through the American Rescue Plan Act (ARPA) for the purpose of the purchase of Patrol Trucks and Attachments.  
**Resolution # 10 – 2024:** Offered by the Supervisors of the Labor Relations Employee Services Committee (LRES) to eliminate the Lead ADRC Specialist position and create an ADRC Specialist – Adult Protective Service (APS) Backup position.  
**Resolution # 11 – 2024:** Offered by the Supervisors of the Labor Relations Employee Services Committee (LRES) to create a Network Analyst position in the Information Technology Services (ITS) Department.  
~~**Resolution # 12 – 2024:**~~ Offered by the Supervisors of the Conservation and UW-Extension Education Committee in Enhanced Wake Regulations.  
**Appointments to Committees, Commissions and other Organizations:**  
 Appoint James Henry, Northwoods Store, to act as an authorized Emergency Fire Warden in Oneida County.  
 Appoint Charlie Gahler, Woodruff Ace Hardware, to act as an authorized Emergency Fire Warden in Oneida County  
 Appoint Amanda Zoellner to the Library Board for a 3-year term to expire December 2026.  
 Re-appoint Dianna Blicharz to the Library Board for a 3-year term to expire December 2026.  
 Re-appoint Kathleen Olkowski to the Library Board for a 3-year term to expire December 2026.

# Adult Protective Services



WISCONSIN DEPARTMENT  
of HEALTH SERVICES

## What is adult protective services (APS)?

APS is a social services program focused on helping older adults and adults with disabilities by investigating allegations of abuse, neglect, self-neglect, and financial exploitation and by offering services and supports to promote safety, independence, and quality of life.

## Who can receive APS services?

In Wisconsin, the definition of an older adult or adult with disabilities must meet both of these criteria:

- ✓ Adults ages 18–59 who have a physical or behavioral health condition that substantially impairs their ability to care for their own needs **or** adults who are 60 years of age or older
- ✓ Adults who live in the community, including long term care facilities

## Who can make an APS report?

Anyone can make an APS report. The identity of the reporter and information reported is confidential and protected by law. Below are groups of people who report to APS.

- ✓ Family members
- ✓ Friends
- ✓ Neighbors
- ✓ Caregivers

## How do you define abuse, neglect, self-neglect, and financial exploitation?

Below are some common definitions. For more information, go to the [Wisconsin APS website](#).

### Physical and sexual abuse



Physical abuse is an intentional act that results in physical pain, injury, or impairment. Abusers may inflict bruises, welts, cuts, punctures, fractures, burns, scratches, or other injuries. Sexual abuse is non-consensual sexual contact of any kind.

### Neglect



Neglect includes the refusal or failure to provide a person with life necessities, such as food, water, shelter, personal hygiene, medicine, physical or mental health care, comfort, personal safety, services, or adequate supervision.

### Self-neglect



Self-neglect occurs when the individual at risk fails to take care of their own basic needs and personal care, which results in significant danger to the person's physical or mental health.

### Financial exploitation



Financial exploitation is the illegal or improper use of the funds, assets, or property of an individual, for example, stealing money or possessions, forging a person's signature, or coercing an individual into signing any legal document.





## How do you make a report?

**If the suspected abuse is an emergency—a life-threatening situation or one involving immediate danger—call the police or 911 immediately.**

1. Contact the respective local county or tribal APS agency using the information at the bottom of this page. If the individual is a tribal member, contact the appropriate tribal APS agency along with the county APS agency that collaborates with the tribe on APS matters.
2. You can make this report anonymously if you so choose, but please provide as much information as possible.
  - ✓ The individual's name, address, age and date of birth, or other identifying information
  - ✓ Why they are at risk for abuse, neglect, self-neglect, or financial exploitation
  - ✓ Descriptions of the situation, any important identifiers of the alleged abuser, or other concerns



## Why should you report?

Most older adults or younger adults with disabilities live independently without assistance. However, some face abuse or neglect and need trained professionals to advocate on their behalf. Others may simply be struggling with routine activities and benefit from in-home support services to maintain their health and independence.

APS helps by assessing each individual's unique needs, then developing a service plan to maintain their safety, health, and independence.



## What happens after I make a report?

APS will respond to the report of suspected abuse, neglect, self-neglect, or financial exploitation and connect the individual with support services if the individual wishes to receive them.

Every adult has the right to make their own decisions. APS provides services voluntarily, except in a limited set of circumstances. APS works with law enforcement, long-term care providers, financial institutions, and other community partners. Due to confidentiality, information cannot be shared.



## What if I'm not sure?

Do you have a "feeling" about a situation but aren't sure of the details? APS professionals are trained to handle these situations. Based on your report, the agency will assess the situation and determine how best to respond.

### Contact APS



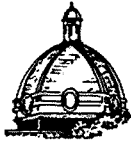
Hours may vary depending on local agency.

- ✓ [To report abuse of an adult at risk](#) (age 18 to 59), call your county or tribal helpline.
- ✓ [To report abuse of an elder adult at risk](#) (age 60+), call your county or tribal helpline or the Elder Abuse Hotline at 833-586-0107.



WISCONSIN DEPARTMENT  
of HEALTH SERVICES

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# ONEIDA COUNTY

## DEPARTMENT OF SOCIAL SERVICES

*Professional Services ~ Positive Outcomes*

### MEMORANDUM

TO: Oneida County Board Supervisors

FROM: Mary Rideout, Director/MR

DATE: January 10, 2024

RE: Resolution to eliminate the Lead ADRC Specialist position and create an ADRC Specialist – Adult Protective Services (APS) Backup position.

The ADRC Committee has approved the following changes to positions within the Department of Social Services – ADRC unit:

**Eliminate the Lead ADRC Specialist Position** from Grade Level J of the non-exempt wage schedule. The reasons for this request:

- Adult Protective Services (APS) Social Workers have transferred from the Supervision of a Children Services Supervisor at the Courthouse to the ADRC Manager @ the ADRC. The 2 full time employees are also physically located at the ADRC with our other adult services.
- We have determined that a Lead Adult Services Worker will better meet the needs of this new adult services structure, and both ADRC Specialists and APS Social Workers should be able to apply.
- The Lead Adult Services Worker will be paid an additional \$1.00 per hour to align with other Lead positions within the Department of Social Services.
- The Lead Adult Services Worker additional pay is detailed in the Oneida County Employee Handbook, as approved by the LRES Committee.

**Create an ADRC Specialist --Adult Protective Services Backup** position in Grade Level J of the non-exempt wage schedule. The reasons for this request:

- ADRC Specialist are at Grade Level I of the non-exempt wage schedule.
- Adult Protective Services (APS) Social Workers are at Grade Level J of the non-exempt wage schedule.
- APS Social Workers are required to be Certified Social Workers, must maintain their certification during employment, must prepare reports and studies for the Court, attend and testify in court hearings.
- Due to the increase in our aging population, additional staff time is needed to cover Adult Protective Services.
- The increase pay incentivizes ADRC Specialist to obtain and/or maintain their Social Work Certification.

**No additional funding is being requested for this position.**

If you have any questions about this request, please let me know. I will be at the County Board meeting to answer any questions.

Attached: Information on Adult Protective Services

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Telephone: 715-362-5695  
Toll Free: 1-888-662-5695  
Fax: 715-362-7910

1. S. Oneida Avenue  
P.O. Box 400  
Rhinelander, WI 54501

IM Central Consortium  
(Badger Care/Food Share)  
1-888-445-1621

Oneidadss@dss.co.oneida.wi.us